SUNSHINE ESTATES PROPERTY OWNERS, INC.
NOTICE OF AND AGENDA FOR SEPO DIRECTORS' MEETING

Date:	Monday, November 9, 2026
Time:	1 p.m.
Location/Format:	Retzlaff Hall and via Google Meets (12:45 p.m.) at https://meet.google.com/cib-mzxg-zbc

1. Call to Order

2. Roll Call - SEPO Board of Directors

Lisa Seiser, Gay Paxton, William Petersen, Tom Perrier, Pat Heinerikson, Phillip Lay, Tracy Wagner

3. Verification of Notice and Agenda Posting

Verify that the Notice and Agenda were posted and distributed to the community as required.

4. Agenda Amendments

Board consideration of any permitted amendments or procedural adjustments to the posted agenda.

5. Resident Comment Period

Opportunity for residents to provide comments and ask questions concerning community matters specifically items on the posted agenda, subject to established meeting procedures explained by the Board President. Residents will be able to sign in and reference which topic they would like to speak about (only items on the agenda). Maximum of 2 minutes per resident.

6. Approval of Previous Meeting Minutes

Review and consider approval of the October 19, 2026 Board Meeting Minutes.

7. Board of Directors Reports

a. Golf Course - William Petersen
b. Common Grounds, Area 1 - Pat Heinerikson
c. Common Grounds, Area 2 - Tom Perrier
d. Common Grounds, Area 3 - Phillip Lay
e. Treasurer's Report - Tracy Wagner
f. Secretary's Report - Gay Paxton

8. Architectural Committee Report

9. Five-Year Planning Committee Report

10. Safety Committee Report

11. Election Committee / 2027 Election and Board Continuity Planning

a. Election Committee Report - Progress on electronic voting, paper voting options, election procedures, and February 2027 election timeline.

b. Discussion/Possible Action - Nominating Committee and Board Candidate Recruitment - Review recruitment efforts and lack of volunteers for the Nominating Committee and four anticipated Board openings (Lisa Seiser, Gay Paxton, Pat Heinerikson, and Tom Perrier).

c. Discussion/Possible Action - Board Continuity and Vacancy Contingencies - Consider next steps if candidates cannot be recruited, additional resident outreach, and attorney guidance on SEPO governing-document requirements and available options for unfilled positions.

12. Old Business

a. Action – Approve 2027 Operating Budget and Capital Expenditures.

b. Discussion/Possible Action – Reserve funding and long-term capital needs. Tabled until January meeting.

c. Discussion/Possible Action - Proposed February Ballot Measures / Attorney Review - Review attorney feedback and determine next steps for proposed measures:

1. Annual Assessment Increase Authority - Possible amendment to the existing $45 annual increase limit (Covenants, Section 4.3).
2. New Purchaser Capital Contribution - Proposed contribution tied to the annual assessment, including potential family-inheritance exemption language.
3. Capital Improvement / Reserve Special Assessment - Potential one-time assessment for capital improvements and replenishment of reserves; amount and ballot language remain under consideration.

d. Discussion/Possible Action - Insurance Coverage and Risk Management - Update on coverage and cost for the golf course, tennis and shuffleboard areas, buildings and other amenities; address any remaining gaps and related golf-course use questions.

e. Action – Approve proposed agreement regarding rules, fees and responsibilities for Retzlaff Hall - Private Event Agreement.

f. Discussion – Use of palm tree insurance proceeds. Tabled until further notice.

g. Discussion/Possible Action - Water/Well and Irrigation Update - Review treatment or blending options, well pump status, related costs and any recommendations requiring Board action.

h. Discussion/Possible Action - Policies, Procedures and Property Maintenance Enforcement - Review pending facility/access policies, employee manual updates as appropriate, and any attorney guidance on covenant enforcement.

i. Discussion/Possible Action – Consideration of golf course usage by non-golfers.

j. Discussion – Golf Course Survey

k. Discussion/Possible Action – Association Insurance and Risk management update

13. New Business

a. Discussion/Possible Action - Monthly HOA Payments - Review payment deadlines and possible changes to improve timely payments.

b. Discussion/Possible Action - General Manager Position and Potential Special Assessment to fund it – Talk about a professional general manager to support daily community operations, oversee employees, and reduce volunteer Board workload, particularly considering the 2027 Board recruitment concerns. Review possible duties, authority, projected cost, alternative management arrangements, sustainable funding and a separate potential owner special assessment/ballot proposal; consider referral to Association counsel before any proposed vote.

c. Discussion – Architectural Control Committee – Manual creation to add to SEPO policies and procedures.

14. Resident Complaints / Suggestions

Review written resident correspondence or submitted concerns not already addressed during the resident comment period.

15. Potential Executive Session

The Board may adjourn to executive session for personnel matters, confidential legal advice, contract negotiations, enforcement actions, individual owner privacy matters, or other matters permitted by Texas Property Code Section 209.0051(c). Any required general summary will be provided upon reconvening in open session.

16. Adjournment

a. Motion and Vote to Adjourn

b. Announce Time of Adjournment

Posting/Distribution Notice: This agenda must be finalized with the meeting time and place and provided in accordance with applicable SEPO notice requirements and Texas law. This was posted by Valerie and was sent out to the community via email no later than Nov. 2 at 1 p.m.